



Commonwealth of Massachusetts  
**Division of Professional Licensure**  
239 Causeway Street • Boston, Massachusetts 02114

**Board of State Examiners of Electricians**  
**(617)727-9931, [www.mass.gov/reg/boards/el](http://www.mass.gov/reg/boards/el)**

Previous License Information

Ex. No \_\_\_\_\_  
Date of Ex \_\_\_\_\_  
Result of Ex \_\_\_\_\_

New license information

Board Meeting Date \_\_\_\_\_  
Date of Certificate \_\_\_\_\_  
No. of Certificate \_\_\_\_\_

**Application For System Contractor Corporation Certificate**  
**Application Shall Be Printed In Ink and Filled out By the Qualifying Officer**

The \_\_\_\_\_, a Corporation duly organized according to the  
laws of \_\_\_\_\_, and being about to carry on business at No. \_\_\_\_\_  
(State) (No. and Street)  
\_\_\_\_\_  
(City or Town) (State) (Zip code)

Telephone \_\_\_\_\_ Federal Identification No. \_\_\_\_\_

I hereby make an application for a Systems Contractor Corporation Certificate in accordance with M.G.L. c. 141, and officers

\_\_\_\_\_  
(Qualifying Officer's Full Name): Maiden name \_\_\_\_\_

Present  
address: \_\_\_\_\_  
(No. and Street) (City or Town) (State) (Zip Code)

Mailing  
address: \_\_\_\_\_  
(No. and Street) (City of Town) (State) (Zip Code)

\_\_\_\_\_  
(Date of Birth) (Place of Birth) (SSI)

**Pursuant to M.G.L c. 62C, s. 47A, the Division of Professional Licensure is required to obtain your social security number and forward it to the Department of Revenue. The Department of Revenue will use your social security number to ascertain whether you are in compliance with the tax laws of the Commonwealth.**

Qualifying Officer's System Contractor License Number \_\_\_\_\_  
(Office held in Corporation)

1. How many years has said corporation been in the alarm business? \_\_\_\_\_
2. Where? \_\_\_\_\_
3. Who in said corporation possesses the expertise and knowledge so as to plan and direct alarm work? \_\_\_\_\_
4. How many years of experience has he had in the alarm business? \_\_\_\_\_
5. In what capacity? \_\_\_\_\_
6. Where did he learn the alarm business? Give names and addresses of employers and dates employed.  
\_\_\_\_\_
7. Is the alarm business the principal business of said corporation? \_\_\_\_\_

8. List any licenses or certifications you hold in the United States or any country or foreign jurisdiction and the state/jurisdiction from which the license/certification was originally issued. Please attach a certificate of standing from each state or jurisdiction in which you are licensed/certified, indicating the status of your license and any relevant disciplinary information.
9. Has any disciplinary action been taken against you by a licensing/certification board located in the United States or any country or foreign jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_
10. Are you the subject of pending disciplinary actions by a licensing/certification board located in the United States or any country or foreign jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_
11. Have you ever voluntarily surrendered or resigned a professional license to a licensing/certification board in the United States or any country if foreign jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_
12. Have you ever applied for and been denied a professional license in the United States or any country of foreign jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_
13. Have you ever been convicted of a felony or misdemeanor in the United States or any country or foreign jurisdiction, other than a traffic violation for which a fine of less than \$100.00 was assessed? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_
14. I certify, under the pains and penalties of perjury, that the information I have provided pursuant to this application for licensure is truthful and accurate. I understand failure to provide accurate information may be grounds for the Board of State Examiners of Electricians to deny me the right to sit as a candidate. The Electrical Board has the right to suspend or revoke a license issued to me in accordance with Massachusetts Law. I further attest that, pursuant to M.G.L.c.62C, s. 49A, to the best of my knowledge and belief, I have filed all state tax returns and paid all state taxes required by law.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

**The Following Information is to be filled out by the Clerk of the Corporation**

\_\_\_\_\_, Mass

The following is a list showing the names and legal addresses of all officers of the \_\_\_\_\_

(Name of Corporation)

a corporation organized according to the Laws of \_\_\_\_\_ whose principal office or place of  
(State)

business is at \_\_\_\_\_  
(Number and Street) (City or Town) (State) (Zip Code)

**If there are additional Officers' names:**

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Clerk: \_\_\_\_\_

**As Clerk of the above named corporation. I certify the aforementioned list of officers, to be a true copy of the records in my custody.**

\_\_\_\_\_  
(Clerk)

**Note: Each application shall be accompanied by a fee of**

**\$203.00**



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**Instruction Sheet for Transfer of License**

**From Individual Master or System Contractor to a Partnership or Corporation License.**

1. Application must be filled out in ink and in the handwriting of the qualifying officer of the corporation or partnership, must be legible and each question must be answered completely.
2. Clerk's certificate must be filled out by the clerk of the corporation showing the names and addresses of the officers of the corporation.
3. A copy of the corporation Articles of Organization shall be submitted together with the application. (Stamped by Secretary of State's office)
4. A copy of a Foreign Certificate (if it is an out of state corporation) as filed with the Secretary of the Commonwealth of Massachusetts shall be submitted together with the application. (Stamped copy as being deposited with the Secretary of State's office.)
5. A copy of a Change in the corporation Corporate Officers as filed with the Secretary of the Commonwealth of Massachusetts shall accompany the application and Articles of Organization if it is an existing corporation and a new qualifying officer is being substituted in place of the previous qualifying officer. (Stamped copy as being deposited with the Secretary of State's Office.).
6. The Articles of Organization as filed with the Secretary of the Commonwealth shall state that the corporation is "incorporated to conduct or engage in the electrical contracting and installation work, including but not limited to Alarm Systems" (For Electrical Companies). Or "incorporated to conduct or engage in the Fire Warning and Security Systems installation work" (For strictly Alarm companies). If not, an amendment to the Articles of Organization shall be filed with Secretary of the Commonwealth of Massachusetts and a copy shall accompany the original Articles of Organization.
7. Partnership agreement form shall be filled out and signed by each partner.
8. A copy of the partnership agreement shall be submitted with the partnership application.
9. Qualifying officer or partner shall submit a letter to the Board requesting that the Board grant the corporation or partnership a license on the basis of a previous examination he or she has passed.
10. A fee of \$203.00 made payable to the Commonwealth of Massachusetts or the Board of State Examiners of Electricians shall accompany the application (Do not send cash)
11. The original certificate and wallet license shall be surrendered to the Board Office with the corporation or partnership application.

**Transfer from Corporation or Partnership to Individual Master or System Contractor License.**

1. A letter shall be submitted with the individual application, by the qualifying officer notifying the Board as to the date the said officer withdrew from the corporation.
2. Qualifying partner of the partnership must send a letter with the application to the Board stating the date the partnership dissolved signed by all partners.
3. Qualifying officer shall submit a copy of the dissolution papers as stamped by the Secretary of the Commonwealth of Massachusetts.
4. If the corporation is not dissolved, then the individual shall submit his or her individual application together with the new qualifying officer's corporation application.
5. Licensee shall write a letter requesting the Board to grant an individual Master or System Contractor license on the basis of a previous examination he or she has passed.
6. An issuing fee of \$203.00 made out to the Commonwealth of Massachusetts shall accompany the application for the master or system contractor's license. (Do not send cash)
7. The original and current wallet licenses of the corporation or partnership shall be surrendered to the Board together with the application for a transfer.

**The Board meets every fourth Monday of the Month. Request for changes in licenses must be in the Board office at least two weeks prior to the date of the Board meeting. Any applications submitted that are not in compliance with the instructions, will not be submitted to the Board at the current month's meeting. They will be returned to the licensee or may be held pending receipt of all proper material in connection with the transfer of the license.**